Materials Method N.Y. 10.2
June, 1971

NEW YORK STATE

DEPARTMENT OF TRANSPORTATION

Materials Bureau

"INSPECTION CONTROL OF CEMENT AT DISTRIBUTION TERMINALS"

I. SCOPE

This Method describes specific procedures for the inspection control of Department tested and accepted cement at Distribution Terminals used by a Manufacturer approved to produce and supply cement under paragraph "B" of the "List of Approved Cement Mills" issued by the Materials Bureau.

This Method is a supplement to Materials Method N.Y. 10 and is used in conjunction with that Method as necessary.

II. GENERAL METHOD

This Method encompasses a system whereby Department tested and accepted cement arrives at a Distribution Terminal from a manufacturing Mill in a vehicle sealed by the Department representative at the Mill and accompanied by a cement shipment authorization executed by him.

Upon arrival at a Distribution Terminal, the cement is transferred from the transport vehicle to storage silos under supervision of the Department representative assigned to the Terminal. Seal control is maintained on the inlets of all storage silos containing Department accepted cement. Shipments to concrete batching/mixing facilities producing concrete for Department work are made only from these sealed silos under supervision of the Department representative who seals each transporting vehicle and executes a cement shipment authorization form to accompany each shipment to its destination.

III. DEFINITION OF TERMS

The Definitions listed in Materials Method N.Y. 10 apply to this Method.

IV. STEPS IN PROCEDURE

Responsibility		Action
Manufacturer	1.	Notifies Materials Bureau of intent to utilize a Distribution Terminal for intermediate storage and shipment of Department tested and accepted cement. (NOTE: A Manufacturer's request to use a Distribution Terminal is considered under Steps 1 - 7 of Materials Method N.Y. 10.)
Materials Bureau	2.	Assigns Inspection Authority for the Distribution Terminal.
Manufacturer	3.	Notifies Inspection Authority at least 48 hours in advance of the expected arrival of accepted cement.
Inspection Authority	4.	Assigns Inspector to Distribution Terminal.
Inspector	5.	Arrives at Distribution Terminal prior to the unloading of the transfer vehicle.
	6.	Inspects vehicle for the presence of intact Department seals and Form BR-44.
		a. Broken seals or evidence of tampering with these seals shall be cause for rejection of the contents of the vehicle.

STEPS IN PROCEDURE (cont'd)

Responsibility	Action
Inspector (cont'd)	7. Breaks all seals affixed to the vehicle.
	8. Ascertains the type and specification Item Number from Form BR-44.
	9. Inspects intended storage silo.
	a. Silo must be clean and free of all previous contents unless it already contains Department accepted cement. In which case, the Department seals must be intact and show no evidence of tampering.
	10. Insures that cement is being transferred into the proper storage silo silo from the vehicle.
	11. Seals the silo inlet upon completion of transfer operation.

FOR SHIPMENT PROCEDURES - FOLLOW STEPS 32 - 42 OF MATERIALS METHOD N.Y. 10

V. SPECIAL NOTE

In the case of shipments incoming by barge or ship, the Inspector shall, through liaison with the staff of the Distribution Terminal, obtain notice of the departure of such barge or ship from the mill, its expected arrival time and the nature of its loading. Based on this information, the Inspector shall schedule his arrival to witness the unloading of that part of the cargo which is Department accepted cement. The Inspector shall pursue a program which will encourage the manufacturer to load that portion of a barge shipment which is Department accepted cement in a location of the barge that, based upon expected arrival time at destination, can be unloaded with the incurrence of minimum of overtime work to the Department.

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